APPLICATION FORM FOR DUPLICATE ID /LIBRARY/MESS CARD
(Revised on 2nd Apr 2016)

1. Name in full: ................................................................. Regn. No. .................
2. Parent’s name ................................................................. Phone No. .................
   (F/M/G#):
3. Dept./Branch ................................................................. Sem/Sec. .................
4. Email ID ................................................................. Phone No. .................

7. **Documents Attached:**

   (a) Admission Certificate

8. **Reason** for the said Document: .................................................................

9. If lost, whether FIR lodged (copy to be enclosed) – Yes/No

10. Fees Paid (Receipt to be attached): Rs. .................................................................

11. Signature of the student: ................................................................. Date: ....../...../...........

12. Remarks by FE, SMIT about outstanding fees if any: .................................................................

13. Recommended by HOD/ Dean (A)*: ................................................................. Date:.................................

14. Approved by Director/ Dean (A): ................................................................. Date: .......................

15. Duly filled in application endorsed/approved by the competent authorities along with supporting documents as stated above shall be submitted to the Dean (A) for first year students.

   [Contact No: 03592- 246145 OR 03592- 246117/ 246118/ 246119/ 246120 ext: 270]

# F: Father/M: Mother/G: Legal guardian – Strike out whichever is not applicable
* Dean (A) only for 1st. year students and HODs for Higher semester students.